

ACCOUNTABILITY UPDATES

Demographic Data and Accountability

Earlier this week, district administrators received a [letter](#) on the importance of district teams collecting, verifying and submitting accurate economically disadvantaged (ECD) data in the local SIS so that DPI has the most accurate economic data in WISEdata. The district team needs to be a cross-section of administrators, typically including data coordinators, nutrition program managers and those who enter student data into the local SIS.

Ensuring accurate ECD data is especially important now as districts prepare for next week's [assessment demographic snapshot](#) on 5/22/18. Demographic data are specifically used for assessment and accountability reporting on WISEdash, in the 2017-18 Accountability Report Cards, and will also be used in the (new) ESSA accountability system reporting. Given the impact that demographic data have on high-stakes accountability, it is critical that districts understand the role of demographic data; take a team approach to data accuracy; and fully prepare for each WISEdata snapshot.

- For more details on the data sources used in the 2017-18 report cards, districts can refer to the [Data-at-a-Glance](#) guide.
- For help preparing for the assessment demographic snapshot, please refer to the [Snapshot Reference Guide](#). For specific questions, please see the [WISEdata Portal Help](#) page and/or contact the [WISEdata Customer Services team](#).

To prepare for the assessment demographic snapshot, we ask that you ensure your district's student demographic data are as accurate as possible by taking the following steps:

1. Check the WISEdata portal to see if your district has any WISEid warning messages regarding students' race, gender or date-of-birth. These warnings must be resolved or acknowledged in WISEid (as it is the master source for race, gender and date-of-birth) **by Friday, May 18th**.
2. For public schools and districts, review your demographic data displayed on the snapshot dashboard in WISEdash for Districts. If the data don't match internal reporting, identify those students whose demographics need to be updated in WISEdata.
 - For example, you should compare the list of economically disadvantaged (ECD) students in your local SIS to those listed as ECD on the snapshot dashboard.
 - Assessment Coordinators, Nutrition Program Managers and Student Registrars should coordinate around [Food Service Eligibility](#) and [Economic Disadvantaged Status](#) to ensure that the district's ECD data are accurate at the time of the snapshot.
 - Resolve any discrepancies between the two data sources **before Tuesday, May 22nd**.
3. Verify that your demographic updates were pushed to WISEdata by using the snapshot dashboard in WISEdash for Districts. If necessary, districts can push data again manually. Private schools need to do this using the WISEdata portal.

Unlike last year, districts are not required to update student demographics in the test vendor portal. There is a local benefit to updating assessment vendor portals – in that the reports received from those portals would be more accurate – but updates to the test vendor portal will not be sent to DPI. The only way DPI captures the assessment demographic data is via the WISEdata snapshot on May 22nd.

The WISE Customer Services Team is ready to help you with any WISEdata or WISEdash questions. Please contact them by with your specific question by using their [Help Ticket](#).

~OEA

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

Office of Student Assessment

Thank you for successfully administering the spring assessments in a timely manner. Please visit the [2017-18 Vendor-Based Reporting Information](#) for a one-page overview of the 2017-18 spring testing reports available from vendors (i.e., description, where/when available, etc.). This document outlines the following for the various reports:

- Report description
- Report format
- Where to access the report
- The anticipated date/timeline of the report release date
- Recommended use of the report

Since test windows have closed, OSA will have minimal updates for the next few weeks, but accountability updates will continue to be sent via the DAC Digest. As always, if you have any assessment questions, please feel free to contact us at osamail@dpi.wi.gov.

OSA OFFICE HOURS WEBINAR

Our next OSA Office Hours webinar is scheduled for Thursday, May 17th from 9:30 - 10:30 a.m. Access information for the webinar is as follows:

- From your computer, go to the [GlobalMeet login page](#).
- Choose “Enter as a guest.”
- Enter your name and email address (you do NOT need to “Register”).
- Click “JOIN MEETING.”
- Connect audio. The preferred option is to “Call My Phone.” (*A supplemental calendar invite containing a one-page audio connection reference guide will be emailed prior to the webinar.*)

Please plan on joining us.

Strategic Assessment

SmartTeach Application

The spring 2018 pilot for the SmartTeach application was a great success. Teachers provided valuable feedback that will be used to create more user friendly and classroom applicable features. We are planning an open pilot in the fall of 2018 to test the new features. Again, we are inviting K-5 teachers (at least two within one school) to join the pilot in the fall. These K-5 educators will use the app and provide feedback to our application development team about the usability of the features and suggest additional features that would enhance the tool.

What are the expectations for pilot participants?

Required Components

- Use the SmartTeach application regularly
- Provide honest feedback to DPI
- Assist the DPI development team in identifying issues and concerns along with providing potential solutions
- [Join Google+ Community](#)

Optional Components

- Attend one 30 minute online training via web conference
- Attend one 1 hour phone interview with DPI application development team
- Host site visit from DPI application development team - 1 hour shadowing session

Please read the [pilot description](#) and fill out this [google form](#) if you are interested. Your spot within the pilot program is not reserved until the form has been completed and submitted.

To Check Out SmartTeach version 1.0: (enhancements and new features will be added over the summer in preparation for the open pilot in the fall)

- [Link to SmartTeach App](#)
- Video Demonstrations
 - [Logging into SmartTeach](#)
 - [Taking a Note on a Student Activity](#)
 - [Marking Student Proficiency on Rubric](#)
 - [Viewing Student Notes](#)
- [SmartTeach User Guide](#)

Contact lauren.zellmer@dpi.wi.gov with questions.

Forward Exam

Reminders:

Forward Exam Educator Involvement Opportunity - New Item Review

DPI is once again recruiting Wisconsin educators to participate in “New Item Review” meetings for the Forward Exam. We are recruiting five to six individuals (including special education and English language educators) in each of the content areas and grade levels listed.

New Item Review is an important step in the development of the Forward Exam. Educators review all new items created for the exam for content, grade level appropriateness, link to correct standard, and bias and sensitivity issues. This is a great opportunity to be a part of assessment development, have detailed input about the items on the Forward Exam, and take knowledge back to your district about the process. Interested educators should complete the application now available on the [Educator Involvement webpage](#).

Please pass this information along to school and district staff. All applications with resumes must be submitted to osamail@dpi.wi.gov no later than May 21.

ITEM REVIEW			
Committee	Grade Span	Meeting Dates	Meeting Duration
ELA and Mathematics	3-4, 5-6, 7-8	August 6-8	3 days
Science	4, 8	August 13-15	3 days
Social Studies	4, 8, 10	August 9	1 day

Data and Results

Individual Student Reports (ISRs) and summary reports will be made available electronically in eDIRECT June 22. eDIRECT reporting tools will allow users to extract data in an Excel or .csv file. Hard copy ISRs will be mailed to districts July 23.

2017-18 End of Testing Survey

DRC and DPI are seeking feedback from districts and schools about the 2018 Forward Exam Test Administration. [The 2017-18 End of Testing Survey](#) includes questions about district experiences with eDIRECT, INSIGHT, resources, DRC's Help Desk, and more. We estimate the survey will take approximately 10-15 minutes, and is intended to be completed by anyone who was involved in the testing process including: DACs, DTCs, SACs, STCs, and TAs. **Ensure all staff have an opportunity to complete the survey by sharing the link as soon as you have completed testing in your school/district.** Please help us improve your experience by completing this survey no later than May 25, 2018.

Dynamic Learning Maps (DLM)

- **Score reports-** Score reports will be made available this year in late June. This is a change of delivery date from last year and is much earlier. The goal with score reports, as we move forward, is to make sure you are using these reports to guide instruction.
- **Test Participation-** There have been several questions regarding participation with the DLM. If a student completed two or more testlets in a content area, they are considered a test participant. If for some reason a student did not complete all of the required testlets, the student's score will be impacted based upon the number of testlets and items completed.

ACT HIGH SCHOOL ASSESSMENTS

ACT WorkKeys

New:

Score reports and certificate delivery

WorkKeys score reports were mailed to schools last week. Schools should distribute the Individual Student Summary Reports to students.

WorkKeys score reports are also accessible via the Validus reports portal. ACT sent two emails to schools on May 11: one email with a link to Validus and a second email with login information. [ACT WorkKeys Online Reports Portal User Guide](#) provides instructions for this feature. [Score Reports Available in Online Reports Portal](#) provides a list and description of the available reports.

Students who earned a score of at least 3 on all three tests earned a National Career Readiness Certificate (NCRC). Certificates will be available to districts in SAFE in early July. DACs will need to work with school test coordinators to print and distribute NCRCs to students.

In SAFE, districts will also find a WorkKeys data file for each school that includes students' usernames and passwords for myworkkeys.com. DACs will need to work with school test coordinators to distribute this login information to students. DACs can use the [sample MyWorkKeys user id letter](#) and [sample MyWorkKeys password letter](#). SAFE will be updated in early July with certificates and the data files.

The chart below summarizes the various WorkKeys score reports, where they are located, and the action needed to distribute the reports.

WorkKeys Report Name	Location	Date Available	Action Needed
Individual student summary reports	Mailed to the school and found in the Validus reports portal	May 11	Distribute to students.
Summary score reports	Mailed to the school and found in the Validus reports portal	May 11	Keep for student files.
National Career Readiness Certificates (NCRC)	SAFE	July	Print and distribute to students.
Data file with student usernames and passwords for myworkkeys.com	SAFE	July	Distribute to students using the sample MyWorkKeys user id letter and sample MyWorkKeys password letter .
National Career Readiness Certificates (NCRC)	www.myworkkeys.com	July	Students can print their own NCRC using the username and password found in the data file in SAFE.

Resources for understanding, interpreting, and using WorkKeys scores

The following resources are linked on the [Workkeys Data and Results webpage](#):

- [How the WorkKeys Assessments Can Work For You](#)
- [Understanding WorkKeys Scores](#)
- [WorkKeys Scale Score Interpretation Guide](#)
- [Score Level Interpretation – Applied Math](#)
- [Score Level Interpretation – Graphic Literacy](#)

- [Score Level Interpretation – Workplace Documents](#)
- [ACT NCRC for Career Seekers](#)
- [Work Readiness Standards and Benchmarks](#)
- [Key Train Profile Search](#)

Case study: Increasing the use of the WorkKeys NCRC in the Chippewa Valley

One example of strategic and collaborative work occurring in Wisconsin to improve understanding about the value of the WorkKeys assessment is in the Chippewa Valley Region. This community has recently established itself as the first Work Ready Community in Wisconsin. The goal of this initiative is that employers in manufacturing and health care sectors in Eau Claire County will be familiar with the NCRC certificate as an indicator for college and career readiness and employers will recommend the NCRC as a hiring credential for jobs over a couple of years. This initiative is a collaborative effort between many leaders in Eau Claire County – business and community leaders, the local school districts, Chippewa Valley Technical College and UW-Stout. For more information about Work Ready Communities, you can go to the [Work Ready Communities in Wisconsin webpage](#) which includes a list of employers that recognize the WorkKeys NCRC.

Aspire Early High School

Reminders:

Return paper Aspire test materials to ACT Aspire by May 18

Students who tested with Braille, large print, and American Sign Language used paper tests for Aspire. Schools must schedule their own UPS pick ups to return Aspire materials and answer documents. Paper tests must be received by ACT Aspire by May 18. Please refer to the [Test Coordinator Manual - Summative Testing](#) for instructions on returning paper materials.

Enter not tested codes in the Aspire portal by May 21

- Not tested codes are entered in the Testing Accountability tab of the student profile page in the Aspire portal.
- It is easiest to wait until the May 14-21 window to enter not tested codes for Aspire. After May 14, ACT Aspire will have closed all test sessions, so all test coordinators will need to do is fill in the not tested reasons under the Testing Accountability tab on the student profile in the Aspire portal.
- [Here are instructions for entering the Aspire not tested codes.](#)
- Not tested codes cannot be entered if a student is still in an active test session. For this reason, it is best to wait until May 14 - 21 to enter not tested codes.

Reading Readiness

2018-19 School year

- For the 2018-19 school year, the reading readiness requirement will remain the same. Districts will be required to assess for reading readiness all 4 year old Kindergarten through 2nd grade students at least once during the school year. Each school board and the operator of each charter school shall select the appropriate, valid, and reliable assessment of literacy fundamentals to be used. The school board or operator shall ensure that the assessment evaluates whether a pupil possesses phonemic awareness and letter sound knowledge.

Reading Readiness Reimbursement

- Thank you to all DACs (and other staff) who completed the reading readiness reimbursement form. Reimbursements will be electronically distributed to districts prior to the end of the school year. DACs who have questions should contact Duane Dorn at duane.dorn@dpi.wi.gov or 608-267-1069.

Reading Readiness Results

- DPI will load 2017-18 PALS, MAP and STAR reading readiness results to WISEdash for Districts. Districts who had student data loaded for these screeners in 2016-17 will continue to have their data loaded in 2017-18. Districts that did not previously sign a data release will need to do so in order to have their data uploaded into WISEdash. Information on data sharing agreements can be found at:
 - PALS - <https://dpi.wi.gov/assessment/reading-readiness/FAQ#data>
 - MAP - <https://dpi.wi.gov/wisedash/districts/about-data/map>
 - Star - <https://dpi.wi.gov/wisedash/districts/about-data/star>

ACCESS for ELLs

Reminders:

If you are interested in providing WIDA feedback on ACCESS or the WIDA Screener, a survey can be found [here](#).

DAC DIGEST DIGESTIBLES

Important Dates to Remember		
May	4: Forward and DLM Testing Window Closed	Forward/DLM
	7: Post-Reporting Data Validation Window Closes	ACCESS
	11: Aspire testing window closes	Aspire
	11: WorkKeys paper score reports delivered to schools	WorkKeys
	18: Paper Aspire answer documents and materials due to ACT Aspire	Aspire
	21: Deadline to enter Not Tested Codes in the Aspire portal.	Aspire
	21: Deadline to submit educator involvement applications	Forward
June	12: Profile (aggregate) reports mailed to schools and districts. Student level data file cds mailed to DACs	ACT
	22: Individual Student Reports (ISRs) and summary reports will be made available electronically in eDIRECT	Forward
	29: Individual student reports and all other summative reports available in the Aspire Portal	Aspire
July	23: Hard copy ISRs will be mailed to districts	Forward
	mid-July: WorkKeys National Career Readiness Certificates and student logins and passwords for myworkkeys.com available in SAFE	WorkKeys

Important Tasks to Remember	
<input type="checkbox"/> Update KITE Client on testing devices.	DLM
<input type="checkbox"/> Ensure relevant team members are aware of the information regarding reading readiness assessment at Reading Readiness Overview and Reading Readiness FAQ .	Reading Readiness
<input type="checkbox"/> Review the ACT Data and Results webpage for details on ACT score reports. <input type="checkbox"/> Review the WorkKeys Data and Results webpage for details on WorkKeys score reports. <input type="checkbox"/> Distribute WorkKeys Individual Student Summary Reports to students.	ACT/WorkKeys
<input type="checkbox"/> Return paper materials by scheduling a UPS pick up. <input type="checkbox"/> Enter not tested codes in the student profile Testing Accountability tab in the portal.	Aspire

New Online Resource Highlights		
<i>As new resources are posted to our website, we will include them here for your convenience. This is NOT an exhaustive list, but meant to highlight resources with significant relevance to our upcoming test windows.</i>		
Resource	Description	Assessment
District Test Coordinator Checklist	A quick checklist for all of the required DLM responsibilities	DLM
Data Management Manual	A guide to the required steps for loading and editing data in KITE Educator Portal	
ACT Score Reporting Schedule	List of ACT reports and delivery dates.	ACT
ACT Data and Results	Webpage including links to sample reports and interpretive guides for the ACT.	
ACT Data Proficiency	Webpage providing information on Wisconsin's ACT performance levels.	
WorkKeys Data and Results	Webpage including links to sample reports and interpretive guides for WorkKeys.	WorkKeys
WorkKeys Score Reporting Schedule	List of WorkKeys reports and delivery dates.	
How to enter Aspire not tested codes	Instructions for entering not tested codes	Aspire
ACCESS Scores	Interpretive Guide, Parent Letters, etc.	ACCESS